

**CITY OF MENASHA  
Redevelopment Authority  
100 Main Street – Room 133  
January 8, 2019  
MINUTES**

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**A. CALL TO ORDER**

The meeting was called to order at 5:10 PM by Chairperson Kim Vanderhyden.

**B. ROLL CALL/EXCUSED ABSENCES**

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Chairman Kim Vanderhyden, Alderperson Rebecca Nichols, Kip Golden, Matt Vanderlinden, Gail Popp, Shane Correll, and Bob Stevens.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED:

OTHERS PRESENT: CDD Sam Schroeder, AP Joe Stephenson, Attorney Pam Captain, ASD John Jacobs, Mayor Merkes, Alderperson Tom Grade (District 6), Alderperson James Taylor (District 2), and Thomas Wroblewski (Van's Realty and Construction of Appleton, Inc).

**C. MINUTES TO APPROVE**

**1. Minutes of the December 4, 2018 Redevelopment Authority Meeting**

*Item C was moved by the chair to after Items E-1 and E-4 at 6:11PM*

Matt Vanderlinden made a motion to approve the meeting minutes from December 4, 2018 Redevelopment Authority Meeting. The motion was seconded by Kip Golden. The motion carried.

**D. PUBLIC COMMENTS ON ANY MATTER OF CONCERN ON THIS AGENDA  
(five (5) minute time limit for each person)**

Public comments were taken throughout the entire meeting.

**E. DISCUSSION / ACTION ITEMS**

**1. Development Agreements Between the Redevelopment Authority of the City of Menasha and Van's Realty and Construction**

*Item E-1 was moved ahead of item C by the chairperson at 5:11PM.*

CDD Schroeder gave a brief update on the Development Agreement with Van's Realty and Construction.

Alderperson Nichols made a motion to approve the intent of the agreement and direct staff for work with Van's Realty and Construction to draft the final agreement. The motion was seconded by Kip Golden. The motion carried.

**2. Lawson Canal Discussion**

There were no new updates for the Redevelopment Authority.

### **3. Code of Conduct**

Attorney Captain informed the Redevelopment Authority of their role in government and reviewed a proposed code of conduct for the Redevelopment Authority.

Kip Golden made a motion to approve the Code of Conduct as presented. The motion was seconded by Kim Vanderhyden. The motion carried.

### **4. Banta/RR Donnelley Property – 460 Ahnaip Street**

*At 5:15 PM the chairperson moved item E-4 ahead of item C.*

CDD Schroeder informed the RDA that staff has been working with the Wisconsin Department of Transportation (DOT) to finalize a deal for the demotion of the Banta Property. The DOT sent a proposal to be considered for the demolition of half the Banta property and the construction of a driveway to maintain access the damn.

- a. **May adjourn into Closed Session pursuant to Wis. Stats. 19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business due to competitive or bargaining reasons require a closed session (460 Ahnaip Street – Wis. Department of Transportation property acquisition).**

Aldersperson Nichols made a motion to move into closed session pursuant to Wis. Stats. 19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business due to competitive or bargaining reasons require a closed session (460 Ahnaip Street – Wis. Department of Transportation property acquisition). The motion was seconded by Kip Golden. The motion carried.

*At 5:30 PM the Redevelopment Authority moved into closed session*

- b. **May Reconvene into Open Session to take action on items discussed in Closed Session**

A motion was made by Kim Vanderhyden to move back into regular session. The motion was seconded by Matt Vanderlinden. The motion carried.

*At 6:11 PM the Redevelopment Authority exited closed session and moved into regular session.*

### **5. Set Next Meeting**

The next meeting was set for February 5, 2019 at 5:00 PM.

## **F. ADJOURNMENT**

A motion was made by Kim Vanderhyden to adjourn the meeting at 6:20 PM. The motion was seconded by Matt Vanderlinden. The motion carried.

*Minutes respectfully submitted by AP Stephenson.*